



MEETING OF THE
TRANSPORTATION AUTHORITY OF MARIN
TAM

THURSDAY, NOVEMBER 17, 2005
7:30 PM

ROOM 330
MARIN COUNTY CIVIC CENTER
3501 CIVIC CENTER DRIVE
SAN RAFAEL, CALIFORNIA

MEETING MINUTES

Commissioners Present: Steve Kinsey, Chair, Marin County Board of Supervisors
Barbara Heller, Alternate, San Rafael City Council
Paul Albritton, Alternate, Sausalito City Council
Jeanne Barr, Ross Town Council
Peter Breen, San Anselmo Town Council
Pat Eklund, Novato City Council
Alice Fredericks, Tiburon Town Council
Melissa Gill, Corte Madera Town Council
Joan Lundstrom, Larkspur City Council
Dick Swanson, Mill Valley City Council
Lew Tremaine, Fairfax Town Council

Commissioners Absent: Susan Adams, Marin County Board of Supervisors
Hal Brown, Marin County Board of Supervisors
Charles McGlashan, County Board of Supervisors
Cynthia Murray, County Board of Supervisors
Jerry Butler, Belvedere City Council

Staff Members Present: Dianne Steinhauser, TAM Executive Director
Craig Tackabery, Marin DPW Assistant Director
Bill Whitney, Marin DPW Senior Civil Engineer
Tho Do, Marin DPW Associate Civil Engineer
Art Brook, Marin DPW Transportation Engineer
Jessica Woods, TAM Recording Secretary

Chair Steve Kinsey called the Transportation Authority of Marin Meeting to order at 7:43 p.m.

1. Chair's Report

Chair Kinsey reported on the County Nonmotorized Demonstration Project and noted that yesterday the County received word that the Federal Highways Administration and the Rails to Trails Conservancy have scheduled a meeting of all four communities in Washington on the 13th, 14th and 15th of December. It is intended to be a three-day workshop to lay out the program guidance, work out details and allow each community to talk initially about the existing conditions of their communities and the approaches they intend to take. He added that Supervisor McGlashan, Assistant Director Craig Tackabery and himself would be attending the meeting on behalf of Marin County. He stated that the intention is that there will be a public planning process beginning after the New Year and the goal would be to select projects during the first six months of the New Year. He stated that because the program is going to be under tremendous pressure to deliver in a relatively short period of time that those interested should be

looking at their existing Bicycle Pedestrian Master Plan as the baseline project review list. He then reported that there would be a Calpark Tunnel Rehabilitation and Multi-Use Path public meeting on December 12th from 6:30 to 8:30 p.m. at the San Rafael Community Center. He indicated that Bill Whitney led a meeting today, which was a technical meeting of many different public safety and other technical staff from the affected communities along with property owners in the vicinity of the Calpark Tunnel. He pointed out that the meeting on the 12th of December is intended to be a broader community meeting to discuss the overview of the project and the remaining design decisions as well as provide an opportunity for the larger community to discuss their interests and concerns.

Commissioner Lundstrom asked Chair Kinsey who would notice the public meetings. Chair Kinsey responded that Nelson Nygaard is the consultant responsible for the public outreach program and they would be advertising in local newspapers, through the media and notifying the various cities and towns in the vicinity and other interested parties who identified their interest to date.

Bill Whitney, Project Manager, explained that they will advertise in local papers, notify interest groups, elected officials, and adjacent property owners.

2. Commissioner Matters not on the Agenda

None

3. Executive Director's Report

Dianne Steinhauser, Executive Director, provided TAM with an Executive Director's Report for their review that included the following:

- State SAFETEA-LU Implementation Efforts, including Regional Transportation Plan cycle, Safe Routes to Schools, earmarks and obligations authority pooling, CMAQ funding distribution, 5310 Pilot Program
- Inactive Federal Projects
- Upcoming State Transportation Bond Measure efforts
- The Bike Transportation Account (BTA) Call for Projects
- Excellence in Transportation Awards
- Joint MTC/CMA Meeting
- Lifeline Transportation Program
- Outreach Meeting for the Hwy 101 Bike/Ped Path and Noise Absorbing Soundwall
- Outreach Meeting for the Calpark Hill Tunnel Rehab and Pathway Project
- Outreach Meeting for the Segment 3 Gap Closure Project Construction through Central San Rafael.
- TLC/HIP Call for Projects Results
- Community Based Transportation Plans (CBTP)
- TAM Safe Routes to School (SR2S) Program Parent Survey

Executive Director Steinhauser reminded TAM that the next meeting would be held on December 15th.

Commissioner Gill asked staff about the status of the School Pool Program. Craig Tackabery, Assistant Director, responded that TAM's consultant has the packet from MTC regarding indemnification to review and evaluate the best approach, but a recommendation has not yet been reached.

Commissioner Gill discussed the 5310 Pilot Programs and asked staff whether or not they would apply for any grant funds. Executive Director Steinhauser responded that there was 5-year period where they were very successful in getting their applications addressed. She explained that this is a Statewide Grant Program and in the last few years there have been no applications coming from Marin, so staff will do some outreach to previous applicants, which is generally nonprofit organizations that apply. She added that more investigating must occur. Commissioner Gill clarified that it is primarily nonprofit organizations, but cities could apply. Executive Director Steinhauser reiterated that it is primarily nonprofit organizations, but she believed cities could apply.

Commissioner Albritton asked staff if the County is applying for BTA funds, which are due on December 1st. Assistant Director Tackabery responded affirmatively. Commissioner Albritton asked staff to provide information on the County's applications.

Chair Kinsey discussed the federal Safe Routes to School Program and noted that the States Program has only been able to fund about 20% of those applications and wondered if this Agency could provide a point of view along with MTC. He asked staff to agendize a discussion at the December meeting. Executive Director Steinhauser recommend that staff keep an eye on the schedule of this Strategic Highway Safety Plan because there will be an appropriate time for TAM to send a letter or for MTC to indicate this regions desires. Chair Kinsey stated that as the MTC representative from Marin County it would be helpful to have a sense of this organization and recommended discussing this at the next meeting in order for him to have authority to work on behalf of the County at MTC. Also, on the TLC/HIP Program, Chair Kinsey asked staff the process for reviewing applications. Executive Director Steinhauser responded that the consultant is being used and they are considering bringing in a representative from MTC to assist in the screening process. She further explained that the goal is to make sure all projects are adequately assessed during the screening process.

Chair Kinsey asked staff if the application itself set out scoring criteria. Executive Director Steinhauser responded that MTC guidelines on the program established a scoring framework.

Chair Kinsey noted that there are a number of issues being legislatively discussed around advocacy for Smart Growth. He stated that the Joint Policy Committee is identifying a program of advocacy around certain legislation, some of which could be controversial in the community, because in order to promote infill development, there are proposals to constrain environmental review processes under CEQA. He felt this Agency might want to be kept apprised of the direction that the regional agencies and legislatures are heading. He then asked staff to bring that information back to TAM at the appropriate time. Executive Director Steinhauser agreed.

4. Commissioner Report

a. Executive Committee

Chair Kinsey noted that the Executive Committee did meet and most of the items discussed will be addressed this evening.

b. Marin-Sonoma Narrows Policy Advisory Groups

Commissioner Murray was not in attendance. Chair Kinsey noted that the Marin-Sonoma Narrows Policy Advisory meeting was cancelled this month.

c. SMART

Commissioner Breen reported that a 700-page EIR was printed yesterday and the review period will hopefully start Friday. The document will be available at all libraries in both counties and widely distributed. He added that there would be two hearings, one on Tuesday, January 17th in Sonoma and the other on Saturday, January 21st in Marin starting at 9:30 a.m. He stated that the hearing is on the work done in the EIR to determine the adequacy of the document.

Also, SMART worked on the RFP in regard to the Railroad Square Project and they are getting to the point where they will have a nationwide model project. He added that they are making great progress. He further stated that the project would be heard by the Santa Rosa City Council and then back to SMART for adoption and release.

Commissioner Eklund announced that the EIR comment period would end on January 23rd.

5. Strategic Plan Update

Trudy Presser, representing, Nolte Associates, summarized the staff report and asked TAM to provide feedback on the Strategic Plan efforts.

Commissioner Swanson asked staff what is meant by "*equitably*" under Guiding Principals. Executive Director Steinhauser responded that the Executive Committee was concerned that in the establishment of actual revenue and expenditure details, they make sure all the strategies and substrategies move forward simultaneously, and that TAM respect different areas of the County. She further added that this is a general principal and the "*equitableness*" has to do with geographic equity and strategy equity.

Commissioner Swanson asked staff if it has been concluded that debt financing is actually going to be required. Executive Director Steinhauser responded that staff did not have all the necessary information to answer that question. She added that the Gap Closure costs on Segment 4 have not been finalized, which included the bike path and noise absorbing material. Currently, they may need some capacity for debt issuance. She hoped to bring to TAM in January a Debt and Investment Policy, as well as a General Fiscal Policy, to have in place in case debt financing is necessary.

Commissioner Swanson believed the cash available would be very sensitive to the amount of debt issued. Executive Director Steinhauser responded that the debt service necessary for up to a +30 million bond was assumed off the top in the funding goals in the Expenditure Plan.

Commissioner Swanson asked staff when cash flows could be made available for review in order to know the impact of those decisions. Consultant Presser replied that TAM has adequate cash flow to meet the "*pay as you go*" situation in the near term is assumed. She further noted that the issue discussed with the Executive Committee is at what point does TAM release the bonding capacity. The point the biggest project is the Gap Closure Project, so they discussed certain project milestones.

Commissioner Swanson asked staff to provide what the annual debt service to be at the next meeting. Nancy Whelan, Consultant, responded that they preserved the capacity to issue bonds, so they assumed a 20-year bond for \$30 million. Even though that is not happening, that amount is taken off the top to preserve the capacity. They assumed 5% interest and the debt service at \$2.35 million per year.

Commissioner Eklund stated that the "*Guiding Principals*" need more clarification in regard to the term "*equitable*." Commissioner Gill understood the timing to be equitable, but agreed further clarification is needed.

The item was opened to the public.

Deb Hubsmith, MCBC, discussed Strategy 3 in regard to local roads, sidewalks and bikeways, and hoped TAM will act as a clearinghouse to make information available through its website what projects are being proposed in each City, in order to inform the public about what is being proposed, and to provide the opportunity to make comments.

The public input was closed.

Chair Kinsey stated that they pushed back the adoption of the Strategic Plan until the end of the fiscal year. He further added that it is important that they hold on to this schedule and suggested that all do their part to stay on schedule.

Chair Kinsey thanked staff for the update.

6. Highway 101 GAP Closure Projects – Status Report

Connie Preston, Consultant, provided TAM with a status report on the Highway 101 Gap Closure projects. She noted that an outreach meeting for the soundwall aesthetics, noise absorption material and bike path alignment will be held on December 8th at the Embassy Suites on McInnis Parkway from 6:30 to 9:00 p.m. She explained that the first hour would be an open house format with displays of various aesthetics for the soundwall in addition to the proposed bike path alignment. Then there will be a formal presentation followed by a question and answer period. They intend to bring the results from that meeting to the December 15th TAM meeting.

She added that the public outreach effort will continue for Segment 3 and construction would start in the beginning of next year. The first major event will be an open house geared toward businesses, residents, and Highway 101 commuters, which is scheduled for January 18th at the San Rafael Community Center. It will be an open house format that will show the details of the project and staff will be present to answer questions. Also, they are planning a groundbreaking ceremony for late January or early February.

7. Merit Hearing on Amendments to Administrative Code Ordinance

Craig Tackabery, Assistant Director, summarized the staff report and recommended that TAM conduct the merit hearing and adopt Ordinance 2005-01, Amending the Administrative Code.

The hearing was opened to the public, and seeing no one wishing to speak, the public hearing was closed.

Chair Kinsey asked for a motion.

Commissioner Eklund moved and Commissioner Fredericks seconded, to adopt Ordinance 2005-01 Amending the Administrative Code. Motion carried unanimously by TAM.

8. Resolution Adopting Conflict of Interest Designations

Chair Kinsey summarized the staff report and recommended that TAM review and adopt the proposed resolution specifying designated positions and their disclosure categories.

The item was opened to the public, and seeing no one wishing to speak, the public input was closed.

Chair Kinsey asked for a motion.

Commissioner Eklund moved and Commissioner Breen seconded, to adopt the proposed Resolution Specifying Designated Positions and their Disclosure Categories. Motion carried unanimously by TAM.

9. Committee Appointments

- a) Technical Advisory Committee (TAC)
- b) Citizens Oversight Committee (OC)

Chair Kinsey summarized the staff report and recommended that TAM continue to actively solicit nominations for the TAC and OC and fill any remaining vacancies at future a meeting when applications are received from nominating organizations. TAM agreed.

10. Suggestions for Future Agenda Items

11. Open Time for Items Not on the Agenda

None

By Order of Chair Kinsey, the TAM meeting adjourned at 8:48 p.m.